

EXECUTIVE SECRETARIAT

Routing Slip

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
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3	EXDIR				
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12	Compt				
13	D/EEO				
14	D/Pers				
15	D/OEA				
16	C/PAD/OEA	✓	w/att		
17	SA/IA				
18	AO/DCI				
19	C/IPD/OIS				
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SUSPENSE		Date			

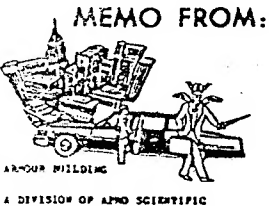
Remarks:

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6/6/83

Date

3637 (10-81)



TO Hon. William J. Casey

SUBJECT Government Efficiency

DATE May, 1983

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30 NORMANDY HEIGHTS ROAD CONVENT STATION, NJ 07961 (201) 455-1237

Executive Registry

83-2903

Your performance as one of our nation's outstanding leaders has my praise, and it is my particular pleasure to give to you my latest book, just published, with my compliments.

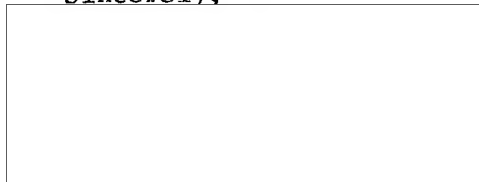
Although I cannot think of many individuals who need this book less than you do, perhaps it will play some small part in helping those on your immediate staff function more effectively.

Pages xiii and xiv summarize how this book can help people throughout government increase business acumen, administrative efficiency and productivity.

I of course would be pleased to learn that you ordered books from Prentice-Hall for key personnel in your organization and look forward to the possibility of discussing how The Negotiating Group can be of further help, especially our In-House Training Division.

Wishing you continued success and keep up the good work.

Sincerely,



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PS:lrs
Encl.



P-310